

**COLUMBUS PARKS AND RECREATION  
BOARD MEETING  
THURSDAY, MARCH 14, 2013  
12:00 NOON**

**AGENDA**

12:00N     **Call to Order**

12:05 pm     **Action Items**

- a. Approve minutes
- b. Approve park user fees
- c. Approve quotes for:
  - Video camera and maintenance
  - Morningside Park shelter
  - Pence Park shelter
  - Pence Park playground equipment
- d. Approve claims and payrolls

12:35 pm     **Discussion Items**

- e. Golf Course Agreement Update
- f. October Park Board Meeting Date change
- g. Bids for Hamilton Center Concession/Restroom Project

12:40 pm     **Information Items**

- h. Department financial reports
- i. Staff reports
- j. Director's report

12:55 pm     **Board Comments**

1:00 pm     **Adjourn**

Columbus Parks and Recreation programs and facilities are available for people of all abilities. The City of Columbus is working to comply with the Americans with Disabilities Act (ADA). Please assist us by letting us know if there are accommodations you may need to participate. If an accommodation is needed, please notify the Parks and Recreation Department at least 48 hours prior to the start of the program, activity, or event. Alternative formats of this publication are available. To request assistance, please contact our office at 812-376-2680 (voice), 711 or 800-743-3333 (TDD), or 812-378-2892 (fax).

## **Board Meeting Agenda March 14, 2013**

### **Call to Order**

### **Action Items**

- a. Approve minutes – Request Park Board approve the minutes for the February 14, 2013 meeting. – Attachment 1
- b. Approve park user fees – J. Brinegar will present a list of fees associated with parks and recreation programs and facilities for Park Board to approve per recommendation from the Indiana State Board of Accounts.
- c. Approve quotes for:
  - Video camera and maintenance – B. Wagner will present quotes for video equipment and maintenance for Ninth Street Park for Park Board approval.
  - Morningside Park shelter – April Williams will present quotes for Morningside Park shelter to Park Board for approval.
  - Pence Park shelter - April Williams will present quotes for Pence Park shelter to Park Board for approval.
  - Pence Park playground equipment - April Williams will present quotes for Pence Park playground equipment to Park Board for approval.
- d. Approve claims and payrolls - Request Park Board approve claims and payrolls as submitted.

### **Discussion Items**

- e. Golf Course Agreement update – J. Brinegar will report on 2012 Golf Business.
- f. October Park Board meeting date change – B. Wagner will request date change for October Park Board meeting which currently occurs during fall break.
- g. Bids for Hamilton Center Concession/Restroom Project – Staff will report on progress to seek bids for the Hamilton Center Concession/Restroom Project.

### **Information Items**

- h. Department financial reports – J. Brinegar will provide an overview of February financial reports to the Park Board.
- i. Staff reports – Attachment 2
- j. Director's report – Attachment 2, #1

### **Board Comments**

### **Adjourn**

**COLUMBUS PARKS AND RECREATION  
BOARD MEETING MINUTES  
THURSDAY, FEBRUARY 14, 2013  
12:00 NOON**

Present: B. Russell, M. Tucker, N.A. Brown, J. Hartsook and B. Wagner

K. Benjamin, J. Brinegar, K. Hatter and C. Brummett

President B. Russell called the February 14, 2013 meeting of the Columbus Park Board to order.

Subject: Approve minutes

M. Tucker made a motion to approve the January 17, 2013 Park Board minutes as distributed. J. Hartsook seconded. Motion carried.

Subject: Approve agreement for printing 2013/14 Fun Guide

K. Hatter presented quotes for printing of the 2013/14 Fun Guide. She reported that the department is attempting to do something different this year. We talked with The Republic earlier this year about them doing our brochure. We have worked with them in the past. The twist is that we will be allowing The Republic to sell advertising for inclusion in the brochure. We will have complete control over layout and what is included. The Republic was the low quote received and staff is recommending acceptance of their quote. We will get credit for 50% of the advertising sold and it will be credited back to our bill. B. Russell asked if it would be a higher quality than it has been in the past. K. Hatter said it would feature full color and we expect it will be a sharp quality. We look forward to seeing what they will be able to produce. B. Russell asked if it would still be mailed to area residents. K. Hatter said it would be mailed. J. Hartsook asked if we would be paying for the extra pages featuring the advertising. K. Hatter said we will only pay the costs for our pages. B. Russell said it sounds like a great opportunity and is something we should try. K. Hatter said if we are not happy we can try something different next year. N.A. Brown asked if additional copies are made. K. Hatter said we have an overrun to cover the demand for the year. N.A. Brown moved to approve The Republic printing the brochure this year and allowing them to sell advertising with 50% of the advertising fees going back to the department. M. Tucker seconded. Motion carried.

Subject: Approve Hamilton Center quotes

J. Brinegar presented quotes for the work at Hamilton Center. He said Tom Smith Glass Co., Inc. had the low quote for the sliding glass door to the patio (\$12,150); replacing single doors, sidelights and transom at patio (\$6,225); and on the east side of the building replacing the plate glass (\$3,900) for more energy efficiency. Staff recommended approval of the low quotes noted above from Tom Smith Glass Co., Inc. J. Hartsook asked if staff considered changing the doors to glass panels without entry. He asked if anyone uses the doors. B. Russell and K. Benjamin said they have seen the doors open for events. They have also opened them. J. Hartsook asked if there would have to be any type of transition for the door. B. Wagner said there would need to be

but it would be done at another time. J. Brinegar said the quotes are within what is approved by City Council.

N.A. Brown moved to recommend approval to City Council of the quote from Tom Smith Glass to remove the existing slider and install new for \$12,150. J. Hartsook seconded. Motion carried.

N.A. Brown moved to recommend approval to City Council of the quote from Tom Smith Glass for Alternate Price to replace single doors, sidelights and transoms at patio for \$6,225. J. Hartsook seconded. Motion approved.

N.A. Brown moved to recommend approval to City Council of the quote from Tom Smith Glass to remove existing plate glass and install insulated Low-e tempered glass on the exterior wall across from the office for \$3,900. J. Hartsook seconded. Motion carried.

Subject: Approve Professional Services Agreement with CSO Architects  
J. Brinegar presented an agreement with CSO Architects for professional architectural services for design to Hamilton Center for renovations to the concession area and the restrooms for Park Board approval. B. Wagner said it is \$10,000 for design which is part of the project amount for work at Hamilton Center approved by City Council. He has talked with the Mayor and she is on board with it. K. Benjamin noted the design is for the front rest rooms only and the contract needs to reflect that. M. Tucker made a motion to amend the contract to include only the restrooms by the concession. J. Hartsook seconded. Motion carried.

J. Hartsook made a motion to approve the Professional Services Agreement with CSO with amendment noted. N.A. Brown seconded. Motion approved.

Subject: Approve 2013 Amendment to agreement with Columbus Softball Association

J. Brinegar presented the 2013 Amendment to the CSA agreement to the Park Board for approval. He said the biggest thing we did was to update the employee cost and put in when the rentals needed to be paid during 2013 to keep the payments within the current year. We have also indicated costs for tournaments they host. B. Russell asked how long we have used this agreement. J. Brinegar said the agreement was implemented in 2004. B. Russell pointed out that several years ago we determined the softball leagues might be better managed by the softball organization. J. Hartsook inquired whether the number of teams has decreased. J. Brinegar said the participation in 2012 was higher than for 2011. M. Tucker made a motion to approve the 2013 Amendment to the Agreement with Columbus Softball Association. N.A. Brown seconded. Motion approved.

Subject: Approve transfer of property - BCSC and Columbus Park Board  
B. Wagner reported that he had been talking with Dr. Quick from BCSC about a fantastic opportunity for a land "swap". Some of the property wrapping around the south and east sides of Richard School is still property of the Park Department. They have discussed exchanging this property for the 8<sup>th</sup> Street property near the Park Operations building. This property connects Mill Race to Noblitt Park. There would be no money

exchanged. He said we are looking at this as a great opportunity. BCSC could sell the 8<sup>th</sup> Street property. He asked for approval to move forward to acquire this property. B. Russell said this would be pending the legalities behind it. He said it makes sense to move forward with this. B. Russell made a motion to allow Ben to continue to work with BCSC on trading the property equally and to prepare the legal documents for presentation to the Park Board. N.A. Brown seconded. Motion approved. K. Benjamin said the property transfer will be approved by the owner of the property (City or Parks & Recreation). B. Wagner noted that sometimes GIS is incorrect so we will need to determine property owner.

Subject: Approve claims and payrolls

N.A. Brown made a motion to approve the claims and payrolls as submitted. M. Tucker seconded. Motion carried.

Subject: Donner Shelter request

N.A. Brown made a motion to table the Donner Shelter request until the next board meeting. M. Tucker seconded. Motion approved.

N.A. Brown noted that meetings held in the Council Chamber are now being streamed on-line so they are available for anyone to see on-line.

Subject: Department financial reports

J. Brinegar said we are still in really good shape. The fund totals at the end of 2012 were \$2.25M in the General Fund (which is a 6 ½ month reserve level) and in our Non-Reverting Fund, we were at \$506,000 (a 3.8 month reserve). We are hoping to grow the NR Fund reserve to a six month reserve level. We expect to get our first tax draw in June. General Fund expenses in January 2013 were lower than January 2012 due to capital payments made in 2012. In the Non Reverting Fund, Teams & Leagues received about \$75,000 in income from CSA and Express Soccer. CSA made a payment of about \$45,000 for their 2012 rental fee and Express Soccer made a payment of about \$30,000 towards improvements made at Blackwell Park soccer fields. Expenses in January were slightly higher than previous January. We are right where we should be with expenses. He reported that Jim Lemke has added Water Polo at East High School pool and they have a pretty committed core group. His Lifeguard WSI course is also underway. He said for the Non-Reverting Fund, he wanted to sing the praises of our managers. CGC has seen increased fees due to rentals from Jody's Gymnastic Zone. B. Russell said it wasn't that long ago that CGC was losing money. J. Brinegar said we streamlined the operation with Kathy splitting her time. In addition, the return of the Cheerleading Team and their rental income has been positive. Carleen has been doing a fantastic job finding ways to bring income to Hamilton Center. They will be offering more Princess Tea's over spring break. B. Russell asked how Hamilton Center ended the year. J. Brinegar said the Hamilton Center loss at the end of 2012 was \$45,000 versus \$95,000 in 2011. Teams and Leagues had a large increase in revenue in January largely due to the CSA/Express payments plus soccer enrollments are up this year. J. Hartsook asked what the enrollment numbers are. J. Brinegar said there were about 890 for 2012 and we are at almost 1,000 for 2013. Registration for baseball ends on February 28<sup>th</sup>. In the Non-Reverting Fund we netted a \$88,000 increase for January 2013 over January 2012.

## Commons - 2012

J. Brinegar said the Commons budget for 2012 was \$746,000 and we ended with expenses of \$751,000. One of the higher cost was for insurance for 2 employees who did not initially have coverage. Revenue was excellent for the year. Lisa generated \$146,000 in rental income. B. Russell asked if the 2013 budget was approved by the Commons Board. J. Brinegar said the Commons budget was approved by the Commons Board and City Council. B. Russell said it would be nice to see 2012 actual as part of the report for comparison. J. Brinegar said he would include that beginning next month. B. Wagner said hopefully this year will be better with restaurants involvement for the whole year. J. Brinegar said the legal fees associated with Detour will be part of 2013. J. Brinegar said the staff has done a really good job.

Subject: Director's report

B. Wagner reported:

- The Mayor will be taking all of the city departments annual reports and formatting them into a city annual report.
- Mayor has asked staff to write articles for the paper. We are talking about highlighting our free programming.
- He met with Mayor and Jeff Logston to talk about the strategic plan. He gave an overview of department items to be included.
- Mayor is interested in more free events at the Commons. We had about 30 free programs in the Commons in 2012. She would also like to see a grant program for free events. It is tricky to do that because when you open up that option, it makes everyone want it free. Will need to develop a criteria. K. Benjamin said there was a good balance in what was offered last year. B. Wagner said that Lisa Westenberger has put together a graph that reflected the 2012 usage. It is a balancing act.
- We are working on the Race to Play program (a public/private partnership) with a goal to raise \$500,000 to fix up some of our playgrounds and the Mayor is involved. We had a meeting at Parkside last night about the Mead Village Playground. It is an exciting project.
- People Trail projects – If anyone asks you what the first thing we are going to get done with the successful People Trail campaign, our number one priority is to get the connection from State Street bridge to Lafayette Avenue completed. We want to get that done this year. This trail section will eventually extend to Mill Race Park. M. Tucker asked if the Owens Bend trail would be extended around the airport. Ben said we are working with the airport director on this. There will be an article in the paper soon about the trail extension along 2nd Street. B. Russell inquired about the trail near Lincoln Park. Ben said this trail section near Haw Creek is a priority but due to all that is involved, it is about 2 years out.
- Mill Race Marathon is scheduled for September 27 and 28. They want to donate half of the proceeds to Healthy Communities and the other half to People Trails.

Subject: Board Comments

M. Tucker asked about the new camera at 9th Street Park. B. Wagner said the department has been mandated to pay for the camera at a cost of about \$4,500.

J. Hartsook commented that when visiting the Commons he has noticed that many people are having birthday parties there and taking up all the tables. It is taking away from other opportunities for rentals. J. Brinegar said there is also a concern that it takes away from restaurant customer use. B. Wagner said it is an issue that continues. K. Benjamin asked if that is something that should be re-visited. B. Russell said that use generates cost for the facility. B. Wagner said there are several solutions for this.

B. Russell reported that at FFY, they are exploring some security measures (safety and procedures). They are looking at cameras/checking in. It probably goes well with looking at what our security procedures are within park facilities. It is not a question of right or wrong but want to be sure everyone is aware of the procedures. Is there any physical make up of a facility that we need to be made aware.

B. Wagner said the Mayor sent out a note about webcasting meetings. She has asked all boards to consider moving their meetings to City Hall. K. Benjamin said they are also looking at having an audio feed of the meeting. J. Hartsook said he didn't see any benefit of streaming unless we can take comment from the audience. There is no way for them to participate. M. Tucker said she did not want to move the meeting. B. Russell said having it here is in the parks. Good for staff to come in, but don't always have to stay for the whole meeting. It would be nice to stay here and we could add Jeff's equipment.

There being no further business, B. Russell adjourned the meeting.

Respectfully submitted,

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B. Russell, President  
Columbus Park Board

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N.A. Brown, Secretary  
Columbus Park Board

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Ben R. Wagner, Director  
Parks and Recreation Department



## Memo

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To: Park Board  
 From: Park and Recreation Staff  
 Date: March 11, 2013  
 Subject: Monthly Update

Following are department highlights for February and early March for your review.

1. Director's report from Ben Wagner:
  - a. *City of Columbus Annual Report* - All Departments have submitted their 2012 annual reports to City Hall. The next step will be to merge the reports into one document that will be posted on the City Website.
  - b. *CSR* - Sean O'Leary, Community IT Executive, is in the process of developing a Customer Service Request application that will allow City employees and residents to submit, address, and manage work orders for items such as: street lights, abandoned cars, graffiti, pot holes and more. Requests can be entered via smartphone, laptop, tablets and other handheld devices with automatic GPS location identification. The "tickets" are then posted on the system and the appropriate City Department is notified and submits progress updates that are automatically sent to the person(s) that submitted the request. The system is expected to go live in April.
  - c. *Strategic Plan* - Jeff Logston and the Mayor are putting the finishing touches on the City-Wide Strategic Plan. They have asked each department to choose their top 4-5 goals to be included in the plan. At the last board meeting we discussed these goals and I will include the latest revision in our board discussion on 3/14.
  - d. *Capital and Equipment* - In 2012 we submitted a 2013 request for vehicles and equipment. These items are being reviewed by the Mayor, Jeff Logston and the Capital Committee that includes City Council members. The committee meets next week and I am hopeful that they will approve our request.
  - e. *Race To Play Program* - The Mayor, Police Department and Healthy Communities have all been great supporters of the Race to Play Program, a public-private partnership to improve the quality and accessibility of recreational facilities at 4 neighborhood Parks: Mead, Morningside, 9th and Pence. Neighborhood meetings are being conducted near each of the parks to solicit input and share progress.
  - f. *Hamilton Center* - Much of the City-funded capital improvements have been completed at Hamilton. Projects in progress include: roof replacement, restroom-concession renovation and a private fund-raising effort led by Jim Henderson that will focus on improvements, restoration and an enhanced ability to serve as a community center. A multi-purpose room may be added to the building that will serve host to many community groups, meetings, family gatherings, and the like, and is expected to increase revenue generation for the facility.
2. Kathy McPeck reported the following for Recreation/Events and Administration:
 

*Fun and Fit at Columbus Gymnastic Center:*

  - a. February was a very busy month at the Gymnastics Center! All 24 birthday party times were rented!!!! And if I'd had more times available, more times would have been rented. We had so many more calls than available times.



- b. Registrations for Spring Session 1 exploded! We have 262 children enrolled in this session. Enrollment for Spring Session 1 of 2012 was 164. We had a 60% increase in enrollments from 2012 to 2013 for this session. We added as many spaces to current classes that we could and I added an additional Fun Tots 3-4 class and a Kids Fun 3 class for ages 5-7 on Thursdays at 4:30pm. Both of these new classes ended up with full enrollments as well!!! These classes will continue to be offered in the future. They will be included in the new schedule that will be in the next Fun Guide.
- c. All 20 available party times for March have been rented also. We are keeping very busy with party rentals.
- d. Our cold weather is still bringing the folks inside for indoor fun at open gym sessions: February attendance was:
  - Pre-school open gym: 626 (including MOMS Club & MOPS)
  - Weekly (Th & Sat) Family Open gyms: 237
  - Ages 7-up: 96 (we have seen a big increase in our Monday evening open gyms with many girls coming in regularly to tumble)
- e. Our Friday evening Family Open Gym on February 22 attracted 47 children and their parents. Our next Friday evening Family Open Gym will be held on March 15 from 6:30-8pm. Cost is \$3 per person and all children must be accompanied by an adult.
- f. Fairlawn Pre-school visited us 3 times in February and brought a total of 41 children to the facility.
- g. Spring Break will also be a busy time at the Gymnastics Center for March. We will not hold classes the week of March 18, but will hold some of our open gyms that week. Our open gym schedule for the week of the 18<sup>th</sup> will be:
  - Monday, March 18-pre-school open gym from 9-10am
  - Tuesday, March 19-pre-school open gym from 12:30-1:30pm
  - Thursday, March 21 pre-school open gym from 9-10am & Family Open gym from 12:30-1:30pm.All children must be accompanied by an adult and cost is \$3 per child.
- h. Our Flip & Dip program will return for the first week of Spring Break. They will be held on Monday, March 18, Wednesday, March 20 and Friday, March 22 from 1-3pm. Participants will "flip" in the Gym Center from 1-2pm and then "Dip" in the FFY pool from 2-3pm. Cost is \$6 per child/per day and parent supervision is required.
- i. The Gymnastics Center will resume classes on Monday, March 25-Thursday, March 28 for Spring Session 1.
- j. The Gymnastics Center will be closed for all programs from Friday, March 29-Sunday, March 31 for the Easter holiday weekend.

#### *Recreation -*

##### *Programs:*

- a. Work and information has been completed for programs for the 2013-2014 Fun Guide. We are now in the process of proofing first drafts from the folks at The Republic.

##### *Events:*

- a. The annual Kids/Teens Garage Sale was held on Saturday, March 2 from 9am-1pm. Over 50 tables of items were available for folks to shop from!
- b. The "Community Cast-A-Ways" adult garage sale was held on March 9th from 9am-1pm at Donner Center. This sale was fully booked with all booth spaces being sold!
- c. Approximately 75 people attended the annual "Mad Scientists!" family science night on February 15th.

- d. A full registration of 20 girls enjoyed the 3rd annual "American Girl Doll Day" on February 10th. Highlight of the afternoon was a Mardi Gras magic show with Travis Easterling.
- e. The annual community FREE Easter Egg Hunt will be held on Saturday, March 30th at 10:00 am (SHARP!) at Donner Park. Areas will be available for ages 1-2, 3-4, 5-6 and 7-8. The event is co-sponsored by Parks & Recreation, radio WCSI and Wal-Mart of Columbus. In the event of inclement weather, eggs and candy will be distributed inside Donner Center.
- f. Columbus Bluegrass Jamboree will hold their next concert on Saturday, March 23 at Donner Center. Open jam session will be at 4pm and group performances will begin at 5pm. Admission is free, but donations will be accepted. Concessions will be available for purchase.
- g. An all-day scrapbooking event will be held on Saturday, March 15 at Donner Center. The event is co-sponsored with representatives of Creative Memories.

*Teens:*

- a. Planning continues for the 64th annual After Prom Party on May 5th from 12:30-3:30am. The next steering committee meeting will be held on March 7th at FFY.
- b. Teen Council held an Open Mic Nite on Thursday, Feb 28 at Zaharako's. The event was very successful, attracting over 50 teens, several who performed!
- c. Teen Council is now planning the 3rd annual Glow in the Dark Easter Egg Hunt on Saturday, March 30th at Mill Race Park. The event is for teens ages 13-up only.

*Administration:*

- a. Our new park patrol staff member, Duane Shelton has completed his training with current park patrol members and started working his own shifts on March 2. His first day alone went well!

3. Mark Jones reported the following for the Sports and Athletic Facility Team:

*Programs/Tournaments:*

- a. Spring Soccer registration ended and teams have been formed – nearly 1000 kids have registered. The first games will begin on March 30.
- b. Babe Ruth Baseball registration ended.
- c. Baseball Evaluations were held on March 10. (North & East Baseball teams assisted)
- d. Spring NFL Flag Football registration continues. Sign-up available @ [www.indianafalgfootball.com](http://www.indianafalgfootball.com)
- e. Adult Winter Volleyball season ended.
- f. Adult Spring Volleyball registration ended.
- g. Working on Fun Guide information.
- h. Finalizing 2013 tournament schedule and contracts.
- i. USFA State Tournament in June already has 158 teams signed up. This will be a very large tournament.
- j. Prep work for all spring and summer sports continues.
- k. Finalized both North and East spring BCSC sports schedules. (Fastpitch, Baseball)
- l. Columbus North will be using Diamond 21 early this spring until their new diamonds are able to be used.
- m. Working with Columbus Rugby Club this year to relocate to Blackwell Park. (Games/Practices)
- n. Weather has been bad but all spring sports practices have officially started.
- o. Worked closely with Columbus Express Soccer Club and others to purchase (9) new sets of soccer goals for Blackwell Soccer Complex.

*Athletic Facilities:*

- a. Spring soccer fields and Rugby field have been marked, painted and goals positioned.
- b. Weather has been cold and wet but the Athletic Facilities Team continues to push on to get all spring fields and diamonds ready for the P&R leagues and BCSC.

- c. Working with Friends of Hamilton, Park Foundation and other user groups to finalize Hamilton Center Capital projects including restrooms/roof/future/dasher boards.
- d. Working with Express soccer on Blackwell/Dick Wigh soccer complex capital projects.
- e. Finalizing BCSC sports facilities maintenance plans for 2013.
- f. New hire to fill open position is Brad Davis. (Starts - March 18)

*Hamilton Center:*

- a. February was a great month! We have had 11 Birthday parties, with approximately 200 children in attendance. Our private rentals exceeded expectations with 2 school rentals, 4 individual private rental and 5 pre-schools totaling well over 500 participants.
- b. We are again having a Spring Youth Hockey League and are taking registrations now.
- c. The Pucks and Paws annual event was a huge success. The Icemen raised over \$8,500.35 for the Humane Society.
- d. *Try Hockey For Free* day on February 16<sup>th</sup> brought in 35 youngsters wanting to try hockey. Everyone had a great time and lots of fun! We received quite a few registrations from Try Hockey For Free Day.
- e. We also had the Big Brothers Big Sisters Broomball fundraiser on February 26<sup>th</sup>. They had a great turn out and they plan to do this yearly.
- f. We were the hosts of the South Eastern Great Lakes Figure Skating Competition this year on February 22, 23 and 24<sup>th</sup>. We had around 170 skaters from Alabama, Kentucky, Tennessee, Indiana, Michigan and Ohio. We had 40 skaters participating from our club. LSCS got 1<sup>st</sup> place as a team at the competition!
- g. We are finishing up our Ice Show sign ups, with approximately 93 kids from Parks and Rec classes participating. The show is scheduled to take place April 26, 27 and 28. In addition, registrations continue for non-ice show classes as well as intro to hockey classes.
- h. We are currently finishing our summer schedule and it is filling up quickly.

4. Katia Hatter reported for Marketing and Public Relations:

a. *Facebook/Twitter:*

Our Facebook and Twitter accounts continue to grow! As of today, we have 1,878 followers on Facebook and 350 followers on Twitter for our Parks & Rec pages and 1,691 followers on our Commons Facebook page and 271 followers on The Commons Twitter account. As always, we gain followers from current followers "sharing" the page with their friends, so if you are on Facebook, please become a fan and share these pages with your friends! This continues to be a tremendous "daily" marketing tool for both our Department and The Commons.

You may have also heard or seen coverage of our recent "hack" to our Twitter accounts in late February. All is well and passwords have been reset and fortunately no harm was done. If nothing else, we were everyone's cautionary tale ☺.

**LIKE the Columbus Park Foundation page!** We are up to 224 likes as of today! Check it out at <http://www.facebook.com/ColumbusParkFoundation>. You can help us grow by sharing the page with others!

b. *Columbus Park Foundation:*

Mark your calendar for the Tour de Trails events! Our 8K Run/5K Run/5K Walk will be held Saturday, April 20, 8:00 a.m. at LHP Software off Central Avenue – early registration ends this Friday, March 15, so register now! Our Bicycle Challenge will be held Saturday, May 18, 9:30 a.m. at Mill Race Park. We are also seeking sponsors and would love to have you as one – contact April for details at [awilliams@columbus.in.gov](mailto:awilliams@columbus.in.gov). You can also register online and share info with your friends by visiting <http://www.columbusparkfoundation.org/events/tourdetrails>. Thanks in advance for helping us to spread the word!

c. *Race to Play:*

I am also assisting with the neighborhood meetings we have been conducting in conjunction with the Mayor's office, CPD and other City departments for the Race to

Play project. Our final neighborhood meeting is Thursday, March 14 at 6:00 p.m. at Pence Place Apartments. We would love to see you there!

d. *Fun Guide:*

I have been working with The Republic, our staff and outside contributors on our Fun Guide. Ad sales appear to be going fairly well so far. If your business is interested in advertising, contact Mike Rossetti at [mrossetti@therepublic.com](mailto:mrossetti@therepublic.com) for more info. We are anticipating the Fun Guide to appear in mailboxes the week of April 8.

As always, if you have comments or concerns with how we're doing in the marketing/public relations area, please feel free to contact me anytime via email ([khatter@columbus.in.gov](mailto:khatter@columbus.in.gov)) or via phone (343-8864 or 376-2696). I'd love to hear from you!

5. Nick Rush reported for Park Operations:

- a. February is when we do our Service Center whole shop deep cleaning. Each team leader has responsibility for a certain interior area of the shop and has it thoroughly cleaned by the end of the month. Every vehicle is thoroughly cleaned inside and out and then waxed. The rafters get swept and even the top of ceiling lights wiped clean. This is when light bulbs get changed, fan motors checked and filters changed. This process has eliminated numerous problems during the growing season.
- b. At FFY, Gary Smith had surgery recently and will need at least four weeks for recovery. He will be missed and the maintenance crew has stepped up and will help support the facility during his convalescing period. The FFY staff is adjusting their maintenance and cleaning schedule to accommodate longer hours due to new programming and rentals. Most days the facility will be open at 5:15am and close at 11:45pm
- c. In addition to help supporting FFY, shop cleaning and helping the Commons, the Maintenance crew has installed new chains on all swings within the park system. We are required to inspect each link of chain or replaced them yearly. They removed a fence at 9<sup>th</sup> St. Park and repaired plumbing at soccer and performed snow removal.
- d. The Landscape maintenance crew has been continuing to prune, mulch trees and shrubs, apply a pre-emergence herbicide to suppress weed growth, snow removal and weed tree removal in Haw Creek and near the hospital next to the people trail.
- e. Donner continues with setups for events, normal cleaning, building maintenance, snow removal and did the deep carpet cleaning at the Service Center.
- f. Our two person "Clean Team" has really appreciated help from several volunteer groups with their support in picking up trash. Daniel and Kyle helped with the Service Center cleaning and cleaned and rearranged their own maintenance shed. Daily, they continue to police trash and empty trash barrels. Daniel also helps support the parking garages.
- g. Events, maintenance and cleaning continue to be the big three for the Commons. The Commons Maintenance staff was involved in four lower lobby parties, twenty-eight meetings in the Xenia Miller Room, twenty-one lower conference room meetings including several full closings. Maintenance involved cleaning, removing lint, and putting new screws in all 694 chairs.

6. April Williams reported for Resource Development:

a. Current projects:

- Hamilton Center Improvements: Continue meeting with interested parties in planning a larger fundraiser.
- Race to Play Playground Initiative to improve 4 neighborhood parks:
  - Have been visiting the relevant neighborhoods to share the improvements with residents. The Mayor, Police Dept. and Healthy Communities have also joined us. We have raised \$200,000.00 in local funding to-date. I am very encouraged by the enthusiasm of individuals that have made an investment

in this project. We have received local media exposure as well as from WISH-TV and Connecticut Post. We will continue to promote the initiative to other media outlets and plan to make an appearance, along with Jared Fogle to WISH-TV's affiliate, IndyStyle. Jared Fogle is now planning to attend our May 8<sup>th</sup> event. Jared and Tony are also making themselves available to visit our elementary and middle school students. Jared will share his testimonial and Tony will provide thoughts on the need for inclusive play areas. I am working with BCSC to determine location and logistics. Also planning a Meet & Greet Party (Tony Stewart, Carter Oosterhouse and Amy Smart and now Jared Fogle will attend to meet investors) at the home of Tom Wetherald on May 8<sup>th</sup>. This will be an invite only for those who have committed to sponsorship.

- I am also coordinating the improvements of Pence Street and Morningside playgrounds through the use of Capital Dollars approved. Estimates for budgeted items for these playgrounds will be shared.
- Making improvements to 9<sup>th</sup> Street Park with CDBG Grant dollars approved.
- Our Park Foundation Annual Community Meeting Event was a great success and very well attended. We will continue to make this an annual event.
- Continue to work with Dave Hayward and Ben to move forward on People Trail projects.
- Working with Cummins to include the Sneakers At Starlight event with the Marathon weekend festivities.

Thank you for your service!

*April Williams*

c: Mayor Kristen Brown  
Dascal Bunch  
Kelly Benjamin  
Parks & Recreation FT Employees